# HIGHLAND REDEVELOPMENT COMMISSION ADJOURNED PUBLIC MEETING TUESDAY, AUGUST 22, 2017

The Highland Redevelopment Commission ("Commission", "RC") resumed an Adjourned Public Meeting on August 22, 2017 at 7:05 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Zemen called the meeting to order. Taking minutes for the meeting was Commission Assistant Ryskamp.

### **ROLL CALL:**

Present on roll call included Redevelopment Commissioners Bernie Zemen, Steve Wagner, Dan Vassar, Michael Griffin, and Redevelopment Assistant Lance Ryskamp. Commission Mark Herak was absent. Also, present was the Commission's non-voting advisor Pat Krull and Commission Attorney Rhett Tauber. In the audience was The Times reporter, Chuck Haber.

# MINUTES OF PREVIOUS SESSIONS:

Commissioner Vassar made a motion to approve the minutes as written for the Public Meeting and Study Session of July 17, 2017, and the Special Public Meeting and Study Session of August 7, 2017. Commissioner Griffin seconded the motion. Upon a roll call vote, the motion passed. The minutes were approved.

**PUBLIC COMMENTS:** Paul Trzeciak, co-owner of The Hydrant asked if it was possible to get a downtown style garbage placed near their business at 8630 Kennedy Avenue. Commissioner Zemen indicated that the request would be forwarded on to John Bach at Public Works. The Commission congratulated the owners of The Hydrant on how nice their building project had turned out.

SPECIAL ORDERS: None

COMMUNICATIONS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

## **NEW BUSINESS:**

The Commission Assistant stated that the owners of The Hydrant at 8630 Kennedy had submitted a request for Façade Improvement Grant reimbursement. The Commission Assistant acknowledged Paul and Mindy Trzeciak, owners of The Hydrant, and Marc Radovich, the project manager, who were in the audience. He stated he had reviewed documentation provided and that the request for reimbursement exceeded what was approved by the Commission at the time of the preliminary resolution in 2016, which established a "not to exceed" number of \$22,330.02, based on estimates of four specific project budget line items. He stated that the 2016 preliminary resolution did not include reimbursement for a pylon sign, which is a non-conforming sign in the Downtown Redevelopment District. The Commission Assistant indicated that Resolution 2017-22 before the Commission was drafted approving reimbursement at the "not to exceed" total of \$22,330.02 and based on past actions by the Commission, he recommended reimbursement of \$22,330.02.

A discussion ensued between the Commission, Commission Assistant and Mr. Radovich concerning conversations Mr. Radovich had with former Director Petro suggesting that an amended preliminary resolution might be possible, due to conditions the petitioners found on the existing structure while fulfilling all of the design standards. Mr. Radovich also stated that the owners were able to get a variance for the pylon sign. A discussion ensued as to procedurally, how to approach possible additional reimbursement. The Commission Assistant had no objection to approving the not to exceed figure in the resolution, but he indicated that former Director Petro had not related to him what Mr. Radovich said she had told him. He also said that to his knowledge, no additional reimbursement had taken place, beyond what was approved in the preliminary resolution for any other project. The Commission indicated that parties could take a look at additional reimbursement at their next meeting. At the end of the discussion,

Commissioner Vassar made a motion, seconded by Commissioner Wagner to approve Resolution 2017-22, A Resolution of the Highland Redevelopment Commission To Provide Reimbursement For a Façade Improvement Grant To THE HYDRANT (Paul and Mindy Trzeciak) For Property Located At 8630 Kennedy Avenue. Upon a roll call vote, there were four affirmatives and no negatives. The resolution passed.

Commissioner Vassar made a motion to approve Resolution 2017-25, A Resolution Providing for the Transfer of Appropriation Balances from and among Major Budget Classifications in the Redevelopment Department in the Corporation General Fund. Commissioner Griffin seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The resolution passed.

Commissioner Griffin made a motion to approve Resolution 2017-26, A Resolution of the Highland Redevelopment Commission Authorizing and Approving an expenditure for Highland Main Street Bureau's mural grant with supplies. Commissioner Wagner seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The resolution passed.

Commissioner Griffin reviewed the process by which the Commission has followed in selecting a new Redevelopment Director, including the hiring of GovHR, as well as the formation of an informal selection committee, consisting of three Commissioners, Highland School Superintendent Brian Smith, Frank VanTil and Laura Corpus. He further detailed the vetting process of the candidates considered and indicated that selection committee's recommendation was the appointment of Kathy DeGuilio-Fox, of Highland. Commissioner Griffin made a motion to appoint Kathy DeGuilio-Fox as Highland Redevelopment Director, subject to the successful negotiation of an employment agreement. Commissioner Wagner seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The appointment was approved.

Commissioner Vassar thanked the Commission Assistant for his work during the interim period following former Director Petro's retirement.

Commissioner Vassar made a motion to approve cancellation of the Study Session scheduled for September 4, 2017, due to Labor Day. Commissioner Griffin seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed.

# ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Vassar made a motion to pay account payables as stated in the amount of \$136,954.50. Commissioner Wagner seconded the motion. Upon a roll call vote, there were three affirmatives and no negatives, with Commissioner Griffin voting Present. The motion passed. The accounts payable vouchers were approved.

#### **BUSINESS FROM THE COMMISSIONERS: None**

#### **NEXT MEETING:**

The next Public Meeting will be held on September 18, 2017, at 8:00 PM. A Study Session will precede the meeting at 7:30 PM and may reconvene following the Public Meeting. The next Highland Main Street meeting will be held on Thursday, September 7, 2017 at 6:30 PM. All meetings will take place in the town hall.

ADJOURNMENT: Commissioner Vassar made a motion to adjourn the meeting. Commissioner Wagner seconded the motion. Upon a voice vote, the motion passed. The meeting adjourned at 7:28 PM.

# **Resolution No. 2017-22**

# A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION TO PROVIDE REIMBURSEMENT FOR A FACADE IMPROVEMENT GRANT TO THE HYDRANT (PAUL AND MINDY TRZECIAK) FOR PROPERTY LOCATED AT 8630 KENNEDY AVENUE

WHEREAS, the Highland Redevelopment Commission (the "Commission"), governing body of the Town of Highland Department of Redevelopment (the "Department"), and the Redevelopment Area of the Town of Highland, Indiana (the "Redevelopment District"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act of 1953 which has been codified in IC 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Commission on May 28, 1997, adopted Resolution No. 1997-01 declaring the Highland Redevelopment Area to be an area in need of redevelopment within the meaning of the Act; and

WHEREAS, Resolution No. 1997-01 was confirmed by the Commission with the adoption of Resolution No. 1997-02 on July 8, 1997; and

WHEREAS, Subsequent Resolutions, No. 2003-01, No. 2005-11, No. 2006-10, No. 2007-08, and No. 2008-09 confirmed expansion of the Redevelopment Area; and

WHEREAS, the Commission accepted the 2007 Comprehensive Plan for the Highland Redevelopment Area on March 14, 2007; and

WHEREAS, the Commission has prepared, developed and approved the Supplement to the Highland Municipal Code, Section 214.180: RD-Redevelopment District (Architectural and Design Standards and Guidelines for the Redevelopment Area); and

WHEREAS, the Commission from time to time may develop a program to improve the downtown; and

WHEREAS, the Commission through its 2016 budget approved the Façade Improvement Grant Program which is intended to provide financial assistance for significant exterior building façade improvement in the Highland Downtown Redevelopment Area; and

WHEREAS, the goal of the program is to attract retail growth, additional business traffic, and catalyze investment through improved aesthetics; and

WHEREAS, The Hydrant originally applied for a grant totaling \$82,325.51, of which \$59,995.49 will be supplied by The Hydrant. Thirty percent (30%) or \$22,330.02 will be reimbursed to The Hydrant upon completion of the work with approved receipts. This amount does not include reimbursement for the non-conforming pylon sign. All property taxes must be paid and up to date and there shall be no liens against the property;

NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission as follows:

- 1. That the Commission finds and determines that it will be of public utility and benefit to approve the application by The Hydrant for a Façade Improvement Grant for property located at 8630 Kennedy Avenue.
- 2. The original project cost applied for was \$82,325.51, while the actual project cost was \$96,631.81.
- 3. That the Commission will provide up to and not to exceed reimbursement of \$22,330.02 based upon a total project cost of \$82,325.51 removing the cost of the non-conforming pylon sign. The Hydrant will provide the balance of the total cost for the project.
- 4. That all reimbursements will be made upon delivery to the Commission of approved receipts of work performed, and that all property taxes are paid and up to date and no liens have been filed on the property.
- 5. That this Resolution shall be in full force and effect after its adoption by the Commission.

ADOPTED AND APPROVED at a Regular Meeting of the Highland Redevelopment Commission held on the 22nd day of August, 2017

Highland Redevelopment Commission

Bernie Zemen, President

Attest:

Dan Vassar, Secretary

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	Planter Box Around Sign	Siding Repair West Wall	Painting for Metal Panels	Brick and Block	Blacktop Seal & Striping	Arcade Entrance	Sidewalk and Brick Ledge	Signs and Graphics	windows and Doors	Line Item
Totals	United Services, DKI, cedar wrapped	United Services, DKI, Siding East Wall, Soffit I arcade, aluminum wrap, 2 wall pack lighting north elevation	Paramount Painting, LLC	Adams Masonry, INC Rich Construction	Site Services, Inc	Midwest Badger Concrete and Masonry additional amount for arcade entrance	Midwest Badger Concrete and Masonry Hoosier Concrete Construction Inc.	Steindler Signs and Graphix Gary Sign Co.	P&J Glass Schererville Glass and Mirror, INC	Contractor
\$80,526.51	\$1,000.00	\$4,635.95	\$1,143.22	\$48,000.00 \$47,320.00	\$1,325.00	\$700.00	\$5,800.00 \$8,540.00	\$6,694.49 \$10,340.39	\$11,227.85 \$16,380.00	Bid Amount
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\$16,105.30	\$200.00	\$927.19	\$228.64	\$9,600.00 \$9,464.00	\$265,00	\$140.00	\$1,160.00 \$1,708.00	\$1,338.90 \$2,068.08	\$2,245.57 \$3,276.00	0 & P
\$96,631.81	\$1,200.00	\$5,563.14	\$1,371.86	\$57,600.00 \$56,784.00	\$1,590.00	\$840.00	\$6,960.00 \$10,248.00	\$8,033.39 \$12,408.47	\$13,473.42 \$19,656.00	Total
\$28,384.74	\$360.00	\$1,668.94	\$411.56	\$17,035.20	\$477.00	\$252.00	\$2,088.00	\$2,410.02	\$4,042.03	Amount Requested From Redevelopment

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PAYOR DESIGNATION OF THE SAME PAYOR

Amount: \$5,500.00

Description: Check

Check Number: 35025

Posted Date: 4/24/2017

Transaction Type: History



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	United Services DKI a div. of U.S. Contractors Inc 500 E Ridge Rd Ste 201 Griffith, IN 46319 219-972-6300	First Financial Bank 60-01/422 www.bankolisof.com 877-322-9530	034617		
2	PAY TO THE P&J American Glass Inc		\$ *7,602.91		
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Amount: -\$7,602.91

Description: Check

Check Number: 34617

Posted Date: 12/6/2016

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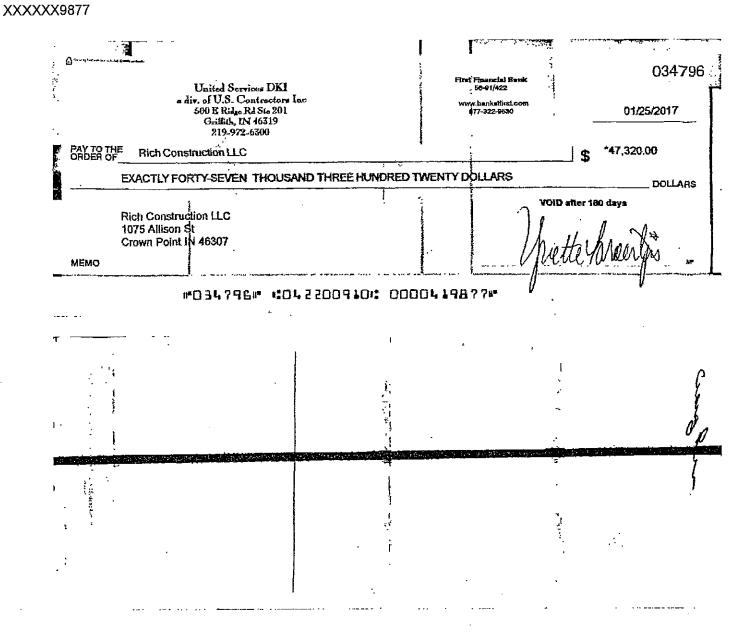
Amount: -\$5,800.00

Description: Check

Check Number: 34600

Posted Date: 11/27/2016

Transaction Type: History



Amount: -\$47,320.00

Description: Check

Check Number: 34796

Posted Date: 2/2/2017

Transaction Type: History



Paramount Painting, LLC. 201 N. Jackson St Crown Point, IN 46307

# Invoice

Date	Invoice #
5/15/2017	748

Bill To	
United Services 500 E. Ridge Rd Griffith, IN 46319	

Customer:	
The Hydrant 8630 Kennedy Ave Highland, IN 46322	

Painting	Drywall
PNT 1,143.22	000.000

Description		Oty	
Power wash; Paint Aluminum/Steel Siding (2 coats) North and Hast Sides (Building) top 5ft  Move, Cover and Protect Patch and caulk exterior Paint window casing 1 opening Paint bottom only sign			 70 1 1 2 1
1P8630 35184 5-15-17 6-16-11 MR/A) 1143.22	15/a6		

All Material and Labo	r included in estimate.		Total	\$1,143.22
Phone #	Fax#	Web Site	E-mail	
219-663-8605	219-663-8604	PARAMOUNTPAINTINGLLC.NET	PRMINTPNT@COMCAST.NET	

# **RESOLUTION NO. 2017-25**

A RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the REDEVELOPMENT DEPARTMENT in the CORPORATION GENERAL FUND

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the Redevelopment Department in the Corporation General Fund;

**NOW, THEREFORE BE IT RESOLVED** by the of the Town of Highland, Lake County, Indiana as follows:

**Section 1.** That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That is has been shown that certain existing unobligated appropriations of the Redevelopment Department in the Corporation General Fund which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

CORPORATION GENERAL FUND

# Redevelopment Department

Reduce Accounts:

#11106 Redev Earned Separation Comp

31,600.00

Total 100 Series Reductions:

31,600.00

Increase Accounts:		
#20003 Misc Supplies	\$	500.00
#20004 Main Street Supplies	<u>\$</u>	1,100.00
Total 200 Series Increases	\$	1,600.00
Increase Accounts:		
#31003 Consultant Fees	\$	26,000.00
#32001 Postage	\$	250.00
#33001 Redev Gen Legal Notices	\$	500.00
#35008 Utilities	\$	1,000.00
#39003 Redev Gen Public Relations	\$	250.00
#39030 Main Street Prof Services	<u>\$</u>	2,000.00
Total 300 Series Increases	\$	30,000.00
Total of All Fund/Department Decreases:	\$	31,600.00
Total of All Fund/Department Increases:	\$	31,600.00

**DULY RESOLVED and ADOPTED** this 22nd Day of August 2017 by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, having been passed by a vote of  $\underline{\mbox{\mbox{$\mu$}}}$  in favor and  $\underline{\mbox{\mbox{$\phi$}}}$  opposed.

REDEVELOPMENT COMMISSION of the TOWN of

HIGHLAND)INDIANA

Bernie Zemen, President

Attest:

Dan Vassar, Secretary

# THE TOWN OF HIGHLAND REDEVELOPMENT COMMISSION RESOLUTION NO. 2017-26

# A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION AUTHORIZING and APPROVING AN EXPENDITURE FOR HIGHLAND MAIN STREET BUREAU'S MURAL GRANT WITH SUPPLIES

Whereas, The Redevelopment Commission of the Town of Highland is authorized to undertake redevelopment activities under IC 36-7-14 and Chapter 216 of the Highland Municipal Code, which are public uses and purposes for which public money may be spent and private property may be acquired, and

Whereas, Redevelopment Activities includes performing all acts incident to the statutory powers and duties of a redevelopment commission; and

Whereas, The Redevelopment Commission may adopt rules and bylaws it considers necessary for the proper conduct of their proceedings, the carrying out of their duties; and

Whereas, The Redevelopment Commission shall re-plan and dispose of the blighted areas in the manner that best serves the social and economic interests of the unit and its inhabitants; and,

Whereas, The Highland Town Council established the Highland Main Street Bureau under the Highland Redevelopment Commission with Ordinance 1489 on February 28, 2011, in order to restore, revitalize, and promote the downtown of Highland; and

Whereas, The Redevelopment Commission through its Highland Main Street Bureau encourages tourist and residents to purchase goods and services in order to sustain the downtown; and

Whereas, The Redevelopment Commission would like to assist the Highland Main Street Bureau with its efforts to market the downtown to improve the quality of life, and

Whereas, The Redevelopment Commission shall expend an amount not to exceed \$500.00 for a mural grant to an artist and up to \$700.00 for mural supplies to increase tourism and stability in the downtown;

**Now Therefore Be it hereby Resolved** by the Highland Redevelopment Commission, Lake County, Indiana;

That the Redevelopment Commission hereby finds and determines as follows:

- a) The Redevelopment Commission is charged with the redevelopment of the town of Highland in order to best serve the social and economic interests of its residents;
- b) The Redevelopment Commission through its Highland Main Street Bureau recognizes the need to attract tourists and residents alike to the downtown to create stability and growth;
- c) The Redevelopment Commission would like to assist the Highland Main Street Bureau with its revitalization efforts; and;
- d) The Commission has funds, not to exceed \$500 for a grant to an artist to provide a mural in the downtown and up to \$700 for mural supplies.

DULY, PASSED and RESOLVED by the Highland Redevelopment Commission, Lake County, Indiana, this 22nd day of August, 2017 having passed by a vote of in favor and opposed.

REDEVELOPMENT COMMISSION of the TOWN of HIGHLAND, INDIANA

Bernie Zemen, President

Attest:

Dan Wassar, Secretary

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GL Number

Invoice Line Desc

Ref #

Vendor

Invoice Description

Amount

Check #

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND EXP CHECK RUN DATES 07/19/2017 - 08/22/2017

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Fund Totals: Fund 094 Redevelopment General Fund 096 Redevelopment Capital Fund 101 REDEVELOPMENT BND & INT 13,872.35 2,148.40 120,933.75

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